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13 November 1957

MEMORANDUM FOR: Colonel White

25X1A 1. With further reference to the matter of a letter recommendation supporting [ ] application for the Harvard Business School, the following three specific items must be covered: (1) What [ ] can offer fellow students in the course, (2) what [ ] should get from the course, and (3) indications of what kind of a man [ ] is; that is, sort of a social traits profile covering such things as his hobbies, community interests, etc.

2. The letter should be addressed to:

Assistant Dean William P. Gormbley  
Director, Advanced Management Program  
Harvard Graduate School of Business Administration  
Soldiers Field  
Boston 63, Massachusetts

3. Attached for your convenience is a copy of the letter which you sent in support of Mr. Saunders' application.

4. If you can let me have your letter by 22 November, I will be able to get it to OIR by the deadline.

61  
[ ]

SA/DDS/JER:ep

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